

**REGULAR MEETING OF THE
BIRCH BAY VILLAGE COMMUNITY CLUB
ARCHITECTURAL CONTROL COMMITTEE
NOVEMBER 5, 2013 7:00 PM
AT THE CLUBHOUSE
8181 COWICHAN ROAD
MINUTES**

ROLL CALL:

Ken Woods - Chairman	Present
Richard Baer	Present
Dawn Baker	Present
Terry Garrow	Excused
Bill Knowlton	Present
Paula Rotondi	Present
Tom Wright	Present
Valery Anderson - BOD Liaison	Present

Also Present: Ken Hoffer, General Manager; Steve Freitas, Operations Manager; Esther Matter, Office Manager (recording secretary).

CALL TO ORDER: Ken Woods called the meeting to order at 7:00pm.

MINUTES:

Approval of the regular session minutes of October 1, 2013.

- **Motion made by Bill Knowlton, seconded by Dawn Baker and carried to approve the ACC minutes of October 1, 2013 without modification.**

BUSINESS:

- **G) Motion made by Tom Wright, seconded by Dawn Baker and carried to approve as submitted Project #2013-65-115, Tree removal, Div. N/A, Lot N/A, 8181 Cowichan Road (Clubhouse), BBVCC.**
- **A) Motion made by Tom Wright, seconded by Paula Rotondi and carried to approve as submitted Project #2013-59-115, Tree removal, Div. 12, Lot 43, 8076 Kayak Way, BBVCC.**
- **B) Motion made by Paula Rotondi, seconded by Dawn Baker and carried to approve as submitted Project #2013-60-115, Tree removal, Div. 11B, Lot 19, 5464 Salish Road, Ronald Roesch.**
- **C) Motion made by Richard Baer, seconded by Bill Knowlton and carried to approve as submitted Project #2013-61-115, Fence/Culvert/Catch Basin, Div. 8, Lot 23, 8171 Comox Road, Robert & Jodi Green.**
- **D) Motion made by Richard Baer, seconded by Paula Rotondi and carried to approve as submitted Project #2013-62-115, Fence/Deck/Patio/Privacy Screen/Dock/Trellis/Concrete Work/Exterior Stairs, Div. 11B, Lot 25, 5487 Salish Road, Ross & Erin Davidson.**
- **E) Motion made by Richard Baer, seconded by Dawn Baker and carried to approve as submitted Project #2013-63-115, Fence, Div. 11B, Lot 16, 5444 Salish Road, Tim & Tracy Fiechtner.**
- **F) Motion made by Tom Wright, seconded by Dawn Baker and carried to approve as submitted Project #2013-64-115, Fence, Div. 11C, Lot 29 8228 Cowichan Road, Lorraine Hoving.**

DISCUSSION:

- **Parking space vs. driveway:** Ken Woods presented a clarification to consider for parking spaces versus driveways in the AR&Rs. He asked that the committee review the definitions and be prepared to discuss the rule at the next meeting.
- **Committee Vacancies:** Paula Rotondi's first term is ending and she will not be running for a second term. Bill Knowlton has asked to extend his term. Ken Woods has also asked to extend his term another year. One applicant, Michael Schmidt, has applied for the ACC and would fill the vacant position left by Paula Rotondi for a 3-year term:
 - **Motion made by Tom Wright, seconded by Richard Baer and carried to send Michael Schmidt, Bill Knowlton, and Ken Woods to the board for approval.**
- **Bylaw suggested change:** It was suggested that the board change the Bylaws to eliminate the term limits on committees, number of members on a committee, and term limits for committee chairmen.
- **Tree removals:** The BBVCC CC&R's currently state that all tree removals must be approved by the Architectural Committee. The AR&Rs alter the rule slightly by allowing Willows, Cottonwoods, Alders, decorative, and ornamental trees to be removed without ACC approval. If changes to the rules are needed suggestions should be made to the board to put in the CC&R revision. The draft CC&R revision should be sent to membership for input. If the board wants the ACC to consider adding more trees that can be removed without approval to the AR&Rs they may make a recommendation to the ACC.
- **Irrigation at the Clubhouse:** The irrigation for the sprinkler system at the Clubhouse is coming along well. Soon some arborvitaes will be planted around the patio.

ADJOURNMENT:

- Meeting adjourned at 8:25pm.

Esther Matter

Recording Secretary: Esther Matter